



ORGANIC SYSTEM PLAN – COFFEE ROASTERS

To be completed by an operation that roasts organic coffee and does not process additional organic products.

Business Name:	Certification Number:
Name and Title of Individual Completing this Form:	Date:

Section H. Quality Assurance and Recordkeeping

[NOS 205.103, 205.270, 205.272]

Tip! USDA organic regulations require recordkeeping regarding the handling of organic products. Records must be adapted to the particular operation, must fully disclose all activities and transactions in sufficient detail to be readily understood and audited, must be maintained for five years, and must be sufficient to demonstrate compliance with Organic Standards.

1. Do you have standard operating procedures for organic processing? *If "Yes," attach a copy.* ☐ Yes ☐ No
2. Do you have a Quality Assurance program in place? ☐ Yes ☐ No
 - 2a. If "Yes," indicate what type of program.
☐ ISO ☐ HACCP ☐ Total Quality Management ☐ Other (specify)
3. Does your company conduct product testing? ☐ Yes ☐ No
 - 3a. If "Yes," list the types of quality or residue testing conducted.
4. Are samples retained? ☐ Yes ☐ No
5. Do you have a recall system in place? ☐ Yes ☐ No
6. Does your company conduct internal audits? ☐ Yes ☐ No
7. Can your recordkeeping system track the finished product back to all incoming green coffee? ☐ Yes ☐ No
8. Can your recordkeeping system balance the value and volume of organic beans in and organic coffee sold? ☐ Yes ☐ No
9. Do you maintain organic records for at least 5 years? ☐ Yes ☐ No